

City of Jeffersontown

Request for Qualifications w/Pricing

Plumbing Services

The City of Jeffersontown is seeking qualifications w/pricing to provide plumbing services for all City owned properties. Statements of Qualifications submitted for evaluation by interested firms shall be evaluated according to the following criteria: a) Qualifications to perform different plumbing services; b) Ability and expertise of the firm's personnel; c) Past record of performance and d) Current workload and projected commitments of the firm. City is trying to develop a call list of companies and/or individuals who can provide plumbing services. The agreement between the City and companies and/or individuals will be non-exclusive.

Proposal Procedures

Each qualification shall be prepared simply and economically, avoiding the use of elaborate promotional materials beyond those sufficient to provide a complete, accurate and reliable presentation. The attached **Proposal Submission Form** must be completed and submitted in like form. **Submitted Requirements A-D** need to be completed and submitted with proposal. The **Responsibility of Bidder Form** must also be completed and submitted with the proposal, which is also attached. **Certificate of Insurance for General, Auto Liability and Workers Compensation Liability** is required with the City of Jeffersontown listed as Certificate Holder. Address: 10416 Waterson Trail, Jeffersontown, KY 40299.

By submitting a qualification w/pricing, the proposer certifies that the officer is authorized to sign and has fully read and understands this RFQ w/pricing. In addition, the officer acknowledges the scope, nature, quantity and quality of work to be performed, meets the minimum requirements of the services to be provided, and accepts the conditions under which the services are to be performed. The signature of the authorized representative shall bind the bidder to the proposal. All information requested should be submitted, as the failure to submit all information requested may result in a proposal being considered "non-responsive" and therefore rejected without being evaluated.

The City of Jeffersontown is accepting sealed qualifications w/pricing to provide plumbing services for all City owned properties. Proposal specifications will be available for pick up at Jeffersontown City Hall, 10416 Watterson Trail, Jeffersontown, KY 40299 starting Wednesday April 18, 2018 at 8:00 am. In addition, Proposal specifications will be available on the City's website jeffersontownky.gov. Proposals are due no later than 9:00 am Wednesday May 2, 2018. Bids will be opened Wednesday May 2, 2018 shortly after the 9:00 am deadline. Contact Bill Fox 502-267-8333. The City of Jeffersontown reserves the right to reject any and all bids.

Terms and Conditions

Notwithstanding any other provisions of this RFQ w/pricing, the City reserves the right to award this contract to the firm that best meets the City's requirements and not necessarily to the lowest bidder. Furthermore, the City reserves the right to reject any or all proposals and to waive any minor irregularity or technically in proposals received prior to the execution of the above referenced service agreement, with no penalty to the City.

Bidders shall furnish such additional information as the City may reasonably require. The City reserves the right to make inquiries of the qualification of the proposer as it deems necessary.

All proposals will become the property of the City when received and will be subject to Kentucky's Open Records Law when opened.

REQUEST FOR QUALIFICATIONS

The plumbing services provider shall provide proof of license as a plumbing contractor in the State of Kentucky as per KRS Chapter 318.030

Plumbing Contractor means any licensed individual, partnership, or corporation that is licensed to engage in, offers to engage in, or advertises or holds itself out to be qualified to engage in designing, planning, superintending, contracting of, or assuming responsibility for the installation, alteration or repair of any plumbing and employs plumbing workers to engage in this practice. If the plumbing contractor is not a master plumber, the plumbing contractor shall employ at least one full time master plumber.

SUBMITTAL REQUIREMENTS

The plumbing services provider shall provide the following information with their submittal for evaluation by the selection committee. Please limit your submittals to 5 pages per section below.

A. Qualifications to perform plumbing services:

- ◆ Please submit qualifications, licenses and general plumbing services provided by your firm and provide the complexities of experiences of various projects worked on in the past. Include both new and existing commercial and residential work. Include any municipal work you may have performed as well as public utility work performed.

B. Ability and expertise of the firm's professional personnel

- ◆ Please submit resumes, or detailed qualifications of company personnel that will provide services to the City on behalf of your firm. Include past projects and scope of projects.

C. Past record of performance

- ◆ Please submit documentation profiling past record of performance on various commercial and residential projects include timeliness of completion of project goals as well as approach and procedures to accomplishing the project objectives.

D. Current workload and projected project commitments of the firm

- ◆ Please provide a statement of current workloads and the ability to handle future demands of a municipality for "On-Call" Plumbing Services of various magnitudes.

CITY OF JEFFERSONTOWN
PLUMBING SERVICES PROPOSAL
PROPOSAL SUBMISSION FORM

PROPOSAL MUST BE RECEIVED ON OR BEFORE: 10:00 am on MAY 2, 2018

This page and Responsibility of Bidder Form must be completed and submitted as a part of the proposal in order for the proposal to be considered valid. If supplemental schedules or documents are required, they should be included as attachments, clearly identified and referenced to these pages. The format of the proposal shall be in the same order as the requested for proposal.

PRICE FOR SERVICES PROPOSAL

Position	Reg Time Cost/Hr.	After Hours Cost/Hr.	Holiday Cost/Hr.
Master			
Journeyman			
Laborer			

When does After Hours Start? _____

Minimum # of People per Truck _____

Travel Charge (if any) _____

Any other fees that could be added to Invoice: _____

The City of Jeffersontown reserves the right to reject any and all bids and may require additional information to determine bidder's ability to perform contract. Final decision will be based on lowest and best qualified bid.

Date: _____

Company: _____

By: _____

Title: _____

Phone: _____

RESPONSIBILITY OF BIDDER FORM

This form must be completed in full and submitted with bid. Misrepresentation or failure to complete will automatically disqualify bid. All information is confidential and exempt from the Open Records Law, pursuant to KRS 45A.395.

NAME _____ Phone # (____) _____

ADDRESS _____
Street or PO Box City State Zip Code

1. Type of services/supplies provided in normal course of business: _____

2. Length of time in business: _____

3. Experience in providing bid-required services/supplies: _____

4. Currently a party/defendant in lawsuit(s)? () Yes () No

If yes, explain. _____

5. State past history as party/defendant in lawsuit(s)

6. Name of contract/product liability insurance carrier: _____
Limits: \$ _____

7. If construction bid:

(a) How many other projects currently ongoing? _____

(b) How many bids currently submitted elsewhere? _____

(c) Books audited by CPA? () Yes () No (If yes: Date of last Audit): _____

Name of Firm	Address	Contact
_____	_____	_____
Name of Firm	Address	Contact
_____	_____	_____
Name of Firm	Address	Contact
_____	_____	_____

I, _____, do solemnly swear that to the best of my knowledge and belief the above is true and accurate statement of facts.

Signed _____ Date _____

State of _____ County _____

Sworn to and subscribed before me, on this _____ day of _____

My commission expires: _____

Notary Public State at Large